



**AGREEMENT FOR SERVICES TO BE PERFORMED  
IN CONJUNCTION WITH GOVERNMENTAL AGENCIES**

This agreement made and entered into by and between Kentucky Department of Highways, party of the first part, and \_\_\_\_\_, party of the second part.

WITNESSETH:

WHEREAS, the party of the second part has requested the party of the first part to perform the hereinafter described services, and

WHEREAS, the party of the first part has agreed to perform said services at the expense of the party of the second part.

NOW THEREFORE, it is hereby agreed between the parties hereto as follows:

- (1) The party of the first part does agree to perform the hereinafter described services and does agree to interaccount the party of the second part for the actual costs incurred in rendering said services.
- (2) The party of the first part agrees that the herein described services are to be performed on or about \_\_\_\_\_ and contingent upon available materials with priority given to state forces usage.  
Date
- (3) The party of the second part does agree to be liable to the party of the first part for the actual costs of the herein described services and to pay the actual costs of said services upon being interaccounted for said services by the party of the first part.
- (4) The party of the second part agrees that the services requested herein will be for public use and that no part will be diverted to private use. If the service requested herein involves the sale of bulk materials (salt, stone, etc.) to the second party, the second party agrees that these bulk materials will be used only on public right of way.

**LOCATION OF SERVICES TO BE PERFORMED** \_\_\_\_\_

**DESCRIPTION OF SERVICES** *(Please limit to 5 lines of text for accurate printing.)*

**ESTIMATION OF COSTS FOR SERVICES TO BE PERFORMED**

LABOR COST \_\_\_\_\_

MATERIALS COST \_\_\_\_\_

EQUIPMENT RENTAL COST \_\_\_\_\_

SUPPORT COST \_\_\_\_\_

**Note: Due to fluctuation in costs, estimated amount is subject to change. Estimated amount is valid for 30 days.**

**TOTAL** \_\_\_\_\_

IN TESTIMONY WHEREOF, witness the duly authorized signatures of the parties hereto this

\_\_\_\_\_  
Day/Month/Year

\_\_\_\_\_  
State Highway Engineer  
(Required on agreements in excess of \$5000 and all winter materials.)

\_\_\_\_\_  
Party of the First Part

\_\_\_\_\_  
Title

Approved as to form and legality.

\_\_\_\_\_  
Party of the Second Part

\_\_\_\_\_  
Title

\_\_\_\_\_  
KYTC Legal Services



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**TASK ORDER DATA SHEET**

Please forward Pages 1 and 2 to the Division of Accounts  
Phone: 502-564-7334 Fax: 502-564-5621

COUNTY \_\_\_\_\_ LOCATION OF TASK ORDER \_\_\_\_\_

SECOND PARTY NAME \_\_\_\_\_ FEDERAL ID/SSN: \_\_\_\_\_  
(If Applicable)

SECOND PARTY ADDRESS \_\_\_\_\_

SECOND PARTY CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_

NAME OF KYTC DISTRICT  
EMPLOYEE OVERSEEING TASK \_\_\_\_\_

DISTRICT PHONE NUMBER \_\_\_\_\_

DISTRICT FAX NUMBER \_\_\_\_\_

NAME OF PERSON(S) POSTING  
TASK ORDER CHARGES \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

START DATE \_\_\_\_\_ ESTIMATED END DATE \_\_\_\_\_

SUBMITTED BY \_\_\_\_\_ DATE \_\_\_\_\_  
District Bookkeeper

**SECTION 4: FUNDING INFORMATION (Please fill out as completely as possible.)**

FUND	DEPT	UNIT	LOCATION	FUNCTION	SUB-FUNCTION	ACTIVITY	OBJECT	TASK ORDER
	625							

ISSUED BY \_\_\_\_\_ DATE \_\_\_\_\_  
Central Office Accounts Staff

PHONE: 502-564-7334

FAX: 502-564-5621